

CHAPTER 1

GENERAL

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1.1 INTRODUCTION

The inspection of rice is a service provided under the United States Agricultural Marketing Act of 1946 (Act). This service is provided, upon request, by either a Federal Grain Inspection Service (FGIS)-designated cooperator (e.g., the State of California) or an FGIS field office, depending upon the location of the lot and the type of inspection requested. Official inspections of rice are performed by trained and licensed (or authorized) official personnel employed by FGIS or the cooperator. All official personnel are closely monitored and supervised by FGIS to ensure accurate, reliable rice inspection services.

1.2 DEFINITIONS

Carrier. A truck, trailer, truck/trailer combination, railcar, barge, ship, or other container used to transport bulk, sacked, or packaged rice.

Certification. The process of issuing an official certificate that indicates the quality of a lot or sample of rice or the results of some other official service.

Checkcounting. The process of determining the total number of filled outer containers in a lot in order to determine that the number of containers shown by the applicant is correct and certifying the results.

Checkloading. The process of performing a stowage examination on a carrier, computing the number of filled rice containers loaded aboard the carrier, observing the condition of the rice containers loaded aboard the carrier, sealing the carrier, if practicable, and certifying the results.

Checkweighing. The process of weighing a selected number of containers from a rice lot, determining the estimated total gross, tare, and net weight, or the estimated average gross or net weight per filled container, and certifying the results.

Composite sample. A single sample composed of small portions (component samples) taken throughout a lot.

Condition inspection. The process of determining whether an identifiable rice lot is water damaged, fire damaged, or has rodent or bird contamination, insect infestation, or any other deteriorating condition and certifying the results.

Cooperator. An agency or department of the Federal Government which has an interagency agreement or State agency which has a reimbursable agreement with FGIS.

Lot. Any identified amount of rice offered by an applicant for inspection.

Lot (quality) inspection. The process of obtaining a representative sample(s) of an identified rice lot, examining or testing the sample(s), examining relevant records of the lot, and certifying the results.

Observation of loading. The process of determining that an identified lot has been moved from a warehouse or carrier and loaded into another warehouse or carrier and certifying the results.

Official personnel. Any authorized Department employee or person licensed by FGIS to perform all or specified functions under the Act.

Official sample. A representative sample drawn by official personnel licensed or authorized by FGIS.

Sampling. The process of drawing a sample from a lot of rice.

Security container. A locked container in which official personnel store rice samples, supplies, and equipment.

Stowage examination. The process of visually determining if an identified carrier or container is clean, dry, free of live infestation, rodents, toxic substances, and foreign odor; suitable to store or carry rice; and certifying the results.

Submitted sample inspection. The process of grading or testing a sample of rice submitted by an applicant and certifying the results.

1.3 ABBREVIATIONS

The following abbreviations may be shown on work records.

AV	Average	LG	Long grain	s	Sampling
B	Brewers	LGBR	Long Grain Brown Rice	S	Sieve
BDA	Badly-damaged appearance		for Processing	SC	Screenings
BK	Broken kernels	LGMR	Long Grain Milled Rice	SD	Seeds
BMR	Brewers Milled Rice	LGRUF	Long Grain Rough Rice	SG	Sample grade
BRK	Brown rice kernels	LIG	Light gray	SH	Second head
C	Color	LIM	Lightly milled	SHG	Short grain
CC	Checkcounting	LW	Live weevils	SHGBR	Short Grain Brown Rice
CE	Condition examination	M	Moisture		for Processing
CH	Chalky kernels	m	meter(s)	SHGMR	Short Grain Milled Rice
CL	Class	MD	Milling degree	SHGRUF	Short Grain Rough Rice
CLO	Checkloading	MG	Medium grain	SHMR	Second Head Milled Rice
cm	Centimeter(s)	MGBR	Medium Grain Brown Rice	SLG	Slightly gray
COFO	Commercially objectionable		for Processing	SLRO	Slightly rosy
	foreign odor	MGMR	Medium Grain Milled Rice	SMR	Screenings Milled Rice
CR	Creamy	MGRUF	Medium Grain Rough Rice	SK	Smutty
CT	Count	ml	Milliliter(s)	SOUR	Sour
CTD	Coated	mm	Millimeter	SR	See reverse
CW	Checkweighing	MOTH	Angoumois moth	STE	Stowage examination
DG	Dark gray	MR	Milled rice	TBK	Total broken kernels
DHT	Damaged by heat	MREQ	Milling requirement	TR	Total rice
DK	Damaged kernels	MUST	Musty	TS	Total seeds
DKG	Dockage	MY	Milling yield	TW	Test weight per bushel
DLQ	Distinctly low quality	NOBS	Non-objectional seeds	UGK	Ungelatinized kernels
DW	Dead weevils	NPB	Nonparboiled rice	UM	Under milled
ERA	Extremely red appearance	NSR	Not standardized rice	URM	Unrelated material
FE	Facility examination	O	Odor	V	Variety
FM	Foreign material	OB	Observing loading	VR	Very rosy
FSUB	Unknown foreign substance	OBS	Objectionable seeds	WH	White
ft	Foot (Feet)	OF	Observing of fumigation	WK	Whole kernels
g	Gram(s)	OIND	Other insects-dead	WLBKL	Whole and large broken
GRL	Granulated	OINL	Other insects-live		kernels
HDP	Heat-damaged kernels,	OT	Other types	WM	Well milled
	kernels damaged by heat or	P	Paddy kernels	WMK	Well milled kernels
	parboiled kernels in non	PL	Plate	WVLY	Weevily
	parboiled rice	PB	Parboiled	XBR	Mixed Brown Rice for
HP	Handpicked	PBD	Parboiled dark		Processing
HT	Heat-damaged kernels	PBL	Parboiled light	XMR	Mixed Milled Rice
HTG	Heating	RLSR	Roundlot-see reverse	XRUF	Mixed Rough Rice
INR	Insect refuse	RO	Rosy	#	U.S. No.
INW	Insect webbing	RM	Related material	#SG	U.S. Sample grade
kg	Kilogram(s)	RR	Red rice		
lb	Pound(s)	RUF	Rough rice		
LBK	Large broken kernels	RWM	Reasonably well milled		

1.4 ORIGINAL INSPECTION SERVICES

- A. Any Interested person may request an original
- B. Requests may be made verbally or in writing.
 - 1. Verbal requests shall be confirmed, in writing, upon request. All written requests shall be made in English and include the following:
 - a. The identification, quantity, and location of the rice;
 - b. The type of service(s) requested;
 - c. The names and mailing addresses of interested persons; and
 - d. Any other relevant information that official personnel require.
 - 2. Copies of request forms may be obtained from the cooperator or FGIS field office. If all required documentation is not available when the request is made, it shall be provided as soon as it is available. At their discretion, official personnel may withhold inspection service pending receipt of the required documentation.
- C. Requests for services, other than submitted sample inspections, must be made with the cooperator or FGIS field office responsible for the area in which the service will be provided.
- D. Requests for submitted sample inspections may be made with any cooperator or FGIS field office that provides original rice inspection services.
- E. Requests for services to be performed during loading, unloading, handling, or processing must be submitted far enough in advance so official personnel can be present.

1.5 RETEST INSPECTION SERVICES

- A. Any interested person may request a retest inspection service on chemically-tested (nongrade) factors; e.g., TOFFA and aflatoxin. When more than one interested person requests a retest inspection, the first interested person to file is the applicant of record.
- B. Requests may be made verbally or in writing.
 - 1. Verbal requests shall be confirmed, in writing, upon request. All written requests shall be made in English and include the following:
 - a. The identification, quantity, and location, of the rice;

- b. The type of service(s) requested;
 - c. The names and mailing addresses of interested persons; and
 - d. Any other relevant information that official personnel require.
2. Requests must be filed with the FGIS field office responsible for the area in which the original inspection was performed.
3. Copies of request forms may be obtained from the cooperator or FGIS field office. If all required documentation is not available when the request is made, it shall be provided as soon as it is available. At their discretion, official personnel may withhold inspection service pending receipt of the required documentation.
- C. A retest inspection shall only be performed by an authorized person. Official personnel shall not perform, participate in performing, or issue a certificate if they participated in a previous inspection or certification of the lot unless there is only one authorized person available at the time and place of the requested retest inspection.
- D. Only one retest inspection may be obtained from any original inspection.
- E. The scope of a retest inspection shall be limited to the scope of the original inspection. If the request specifies a different scope, the request shall be dismissed.
- F. A retest inspection shall be limited to an analysis of the file sample.
- G. A retest inspection certificate supersedes the original inspection certificate. The superseded certificate will be considered null and void as of the date of the retest inspection certificate. The original inspection certificate for the inspection being retested must be promptly surrendered.
- H. A retest inspection certificate shall be issued before the close of business on the business day following the date the retest inspection is completed.

1. Each retest inspection certificate shall clearly show the word "Retest" and the following statement: "This certificate supersedes Certificate No. _____, dated _____."

2. When the results for more than one kind of service are reported on the original certificate and not all the services are retested, use the following statement: "(Type of service) results based on retest inspection; all other results are those of the original inspection service."

3. The certificate shall show the following statement: "Results based on file sample."

4. If the superseded original certificate is in the custody of FGIS, the superseded certificate shall be marked "VOID." If the superseded certificate is not in the custody of FGIS at the time the retest certificate is issued, the following statement shall be shown on the retest certificate: "The superseded certificate identified herein has not been surrendered."

I. A request for a retest inspection shall be dismissed when:

1. The scope is different from the scope of the original inspection;
2. The condition of the rice has undergone a material change;
3. A representative file sample is not available;
4. The applicant requests a new sample; or
5. The reasons for the retest are frivolous.

J. Official personnel shall notify the applicant of the proposed dismissal of service. The applicant shall then be afforded reasonable time to take corrective action or to demonstrate there is no basis for the dismissal. If the corrective action has not been adequate, the applicant shall be notified of the decision to dismiss the request for service; and any results of service shall not be released.

K. An applicant may withdraw a request for retest inspection any time before official personnel release results, either verbally or in writing.

NOTE: Applicants who withdraw a request for service may be billed for all expenses incurred prior to withdrawal.

1.6 APPEAL INSPECTION SERVICES

A. Any interested person may request an appeal inspection. When more than one interested person requests an appeal inspection, the first interested person to file is the applicant of record.

B. Requests may be made verbally or in writing.

1. Verbal requests shall be confirmed, in writing, upon request. All written requests shall be made in English and include the following:

- a. The identification, quantity, and location of the rice;
- b. The type of service(s) requested;
- c. The names and mailing addresses of interested persons; and
- d. Any other relevant information that official personnel require.

2. Requests for appeal inspection services on quality (grade) factors must be filed with the FGIS field office responsible for the area in which the original inspection was performed, or with the FGIS Board of Appeals and Review (BAR). Requests for appeal inspection services on chemically-tested (nongrade) factors must also be filed with the FGIS field office responsible for the area in which the original inspection was performed. This office shall then forward the request, with the file sample(s), to the appropriate office.

3. Requests for appeal inspection services must be made before the rice has left the place where the inspection being appealed was performed and not later than the close of business on the second business day following the date of the inspection being appealed. However, the GIPSA Administrator may extend the time requirement, as deemed necessary.

4. Copies of request forms may be obtained from the cooperator or FGIS field office. If all required documentation is not available when the request is made, it shall be provided as soon as it is available. At their discretion, official personnel may withhold inspection service pending receipt of the required documentation.

C. An appeal inspection shall only be performed by an authorized person.

D. Official personnel shall not perform, participate in performing, or issue a certificate if they participated in a previous inspection or certification of the lot, unless there is only one authorized person available at the time and place of the requested appeal inspection.

E. Only one appeal inspection may be obtained from any original or retest inspection service.

F. The scope of an appeal inspection shall be limited to the scope of the original inspection. If the request specifies a different scope, the request shall be dismissed. When chemically-tested factors are appealed, all chemically-tested factors must be tested and certified.

G. The applicant may request that an appeal inspection be based on the file sample or a new sample. However, an appeal inspection shall be based on a new sample only if the lot can positively be identified by official personnel as the lot that was previously inspected, and the entire lot is available and accessible for sampling and inspection.

H. An appeal inspection shall be limited to a review of the sampling procedures and an analysis of the file sample when, as a result of the original inspection, the rice is found to be contaminated with filth or to contain a deleterious substance. If it is determined that the sampling procedures were improper, a new sample will be obtained if the lot can be positively identified as the lot which was previously inspected, and the entire lot is available and accessible for sampling and inspection.

I. An appeal inspection certificate supersedes the original inspection certificate. The superseded certificate will be considered null and void as of the date of the appeal inspection certificate. The original inspection certificate for the inspection being appealed must be promptly surrendered.

J. An appeal inspection certificate shall be issued before the close of business on the business day following the date the appeal inspection is completed.

1. Each appeal inspection certificate shall clearly show the word "Appeal" and the following statement: "This certificate supersedes Certificate No. _____, dated _____."

2. When the results for more than one kind of service are reported on the original certificate and not all the services are appealed, use the following statement: "(Type of service) results based on appeal inspection; all other results are those of the original inspection service."

3. When the results of an appeal inspection are based on a file sample, the certificate shall show the following statement: "Quality results based on file sample."

4. If the superseded original certificate is in the custody of FGIS, the superseded certificate shall be marked "VOID." If the superseded certificate is not in the custody of FGIS at the time the appeal certificate is issued, the following statement shall be shown on the appeal certificate: "The superseded certificate identified herein has not been surrendered."

K. A request for an appeal inspection shall be dismissed when:

1. The scope is different from the scope of the original inspection;
2. The condition of the rice has undergone a material change;
3. The request specifies a file sample and a representative file sample is not available;
4. The applicant requests that a new sample be obtained and a new sample cannot be obtained; or
5. The reasons for the appeal inspection are frivolous.

L. Official personnel shall notify the applicant of the proposed dismissal of service. The applicant shall then be afforded reasonable time to take corrective action or to demonstrate there is no basis for the dismissal. If the corrective actions has not been adequate, the applicant shall be notified of the decision to dismiss the request for service, and any results of service shall not be released.

M. An applicant may withdraw a request for appeal inspection any time before official personnel release results, either verbally or in writing.

NOTE: Applicants who withdraw a request for service may be billed for all expenses incurred prior to withdrawal.

1.7 BOARD APPEAL INSPECTION SERVICES

A. Any interested person who is dissatisfied with the original or appeal inspection results may appeal to the FGIS Board of Appeals and Review (BAR). However, if the initial appeal inspection is performed by the BAR, no further appeal may be made.

B. The Board appeal inspection shall only be performed for physically determined quality (grade) factors and shall be limited to an analysis of the file sample.

1. When a request for a Board appeal inspection is filed, the file sample(s) and all other pertinent information shall be immediately submitted to the BAR.

2. The FGIS field office shall act as a liaison between the BAR and the applicant.

3. The Board appeal certificate shall supersede any certificate previously issued and will be the final appeal inspection service.

4. Each Board appeal inspection certificate shall clearly show the words "Board Appeal" and the following statement: "This certificate supersedes Certificate No. _____, dated _____."

5. When the results for more than one kind of service are reported on the original or appeal certificate, use the following statement: "Quality results based on Board appeal inspection; all other results are those of the (original inspection and/or appeal inspection) service."

6. The following statement shall be placed on the certificate: "Quality results based on file sample."

7. If the superseded certificate is in the custody of FGIS, the superseded certificate shall be marked "VOID." If the superseded certificate is not in the custody of FGIS at the time the Board appeal certificate is issued, the following statement shall be shown on the Board appeal certificate: "The superseded certificate identified herein has not been surrendered."

1.8 NEW ORIGINAL INSPECTIONS

A. When circumstances prevent a retest, an appeal, or a Board appeal inspection, an applicant may request a new original inspection on any previously inspected lot. However, a new original inspection may not be performed on an identifiable rice lot which, as a result of a previous inspection, was found to be contaminated with filth or to contain a deleterious substance.

B. A certificate issued as a result of a new original inspection is, in fact, an original inspection certificate. It shall be based on a new sample and shall not be restricted to the scope of any previous inspection. Subsequently, the applicant for a new original inspection may request any or all of the inspection services provided for by the regulations.

C. A new original inspection certificate shall not supersede any previously issued certificate. However, when possible, the outstanding original inspection certificate should be surrendered.

1.9 COMMITMENT SERVICES

A. Applicants for rice inspection services in areas served by an FGIS field office, may enter into a service commitment with the field office in order to ensure timely services and to obtain lower inspection charges.

1. A commitment service is an agreement whereby the applicant agrees to pay for 8 hours of service per day for a predetermined number of official personnel, for at least 5 consecutive days per week.

2. FGIS in turn, agrees to make official personnel available to the applicant for the specified period and to perform all requested services at reduced hourly rates.

3. All hours of service worked in excess of the commitment are charged at the noncommitment rate.

4. Service charges are not assessed under commitment service for recognized federal holidays when, upon request of the applicant, service is not performed. The applicant is requested to make this request not later than 2 p.m. the preceding business day.

B. To enter into a commitment service agreement, the applicant must provide the appropriate FGIS field office with 60 days written notice specifying the proposed effective date of the commitment. A commitment may become effective prior to the proposed effective date with the consent of both parties.

C. To terminate a commitment service agreement, the applicant must provide the appropriate FGIS field office with 60 days written notice specifying the date of termination. However, a commitment agreement may be terminated at any time by mutual consent of both parties.

D. FGIS reserves the right to:

1. Determine the number of official personnel needed to perform the service for a commitment applicant, which may be different than the number of official personnel under commitment;

2. Terminate a commitment agreement by giving the applicant 60 days written notice specifying the date of termination; and

3. Temporarily reassign official personnel from a commitment applicant when, in the opinion of FGIS, the official personnel are not needed to perform service for the commitment applicant.

NOTE: Charges will be assessed in accordance with Section 68.91, "Fees for Certain Federal Rice Inspection Services," of the regulations under the Agricultural Marketing Act of 1946, as amended.

1.10 REGISTERED TYPE SAMPLE INSPECTIONS

A. Applicants may request that the quality of rice in a lot be compared with the quality of an identified rice type sample that has been registered with an FGIS field office or Federal/State office.

B. When a registered type sample inspection is requested, the applicant shall:

1. Submit a clearly identified rice sample for an inspection for quality or other criteria:

a. The sample shall not be less than 1,200 grams for milled rice, 1,800 grams for brown rice for processing, and 2,300 grams for rough rice.

b. Official personnel may require a larger sample if portions are to be sent to other offices, or if the applicant requests that the sample be divided into several portions for submission to prospective buyers or brokers.

2. Supply the necessary containers and labels for samples to be sent to prospective buyers or brokers;

3. Specify, in writing, all pertinent information including the following:

a. Identification of the type sample; e.g., Corkin Rice Mills type "Aunt Carolina Brand" or Duncan Rice Mill type 311.

b. Quality factor information or any other criteria information that is desired.

C. Official personnel shall:

1. Perform a quality inspection as specified by the applicant and approved by the FGIS field office or Federal/State manager;

2. Issue a submitted sample inspection certificate;

3. Register the type sample in the field office or Federal/State office;

4. Retain a representative portion of the type sample, under refrigeration, for comparison with the sample(s) obtained from identified lot(s):

a. Because of limited refrigerated storage and file space, and the possibility of quality factor change due to prolonged storage, type samples shall be retained for not more than 1 year from the submitted sample inspection certificate issuance date.

b. Notify the applicant of record at least 30 days prior to the expiration date of the type sample.

c. Destroy the type sample on the expiration date.

5. When requested by the applicant, send a copy of the submitted sample inspection certificate and a sample of the rice to the BAR, other FGIS field offices, or Federal/State offices that have been requested to compare the quality of an identified lot of rice against the type sample;

6. If the applicant requests that one or more representative portions be divided out from the type sample for submission to prospective buyers or brokers, heat seal or glue each representative portion in a plastic bag that has a label affixed. Show the following information on the label:

- a. The statement, "This representative portion of rice was taken from type sample (sample identification) and was inspected, registered, and sealed by the (USDA, FGIS or name of cooperator)."
- b. Office of inspection (city and state).
- c. Applicant (name, city, and state).
- d. Registration date (date).
- e. Expiration date (date).
- f. Submitted sample inspection certificate issued (identification).
- g. Name and signature of FGIS field office or Federal/State manager (or designee).

7. Issue a lot inspection certificate when the quality of an identified lot of rice is compared against the type sample. State that the quality of the rice in the lot was either "equal to or better than" or "not equal to" the type sample; i.e., "(Type of rice or grade and kind of rice)". ("Quality equal to or better than" or "Quality not equal to") (name of registered type sample)."

1.11 OTHERWISE GRADE INSPECTIONS

A. Applicants may request information as to what the quality of rice in a lot or sample would "otherwise grade" if the results of one or more factors were not considered.

B. When requested, official personnel shall:

1. Determine and show the actual grade of the lot or sample in the space provided for the grade designation; or determine requested factors only and show the type or class of the rice on the gradeline; e.g., "Milled Rice".

2. Show the grade determining factor results and the results of other analyses in the factor information space.

3. Show the following statement in the "Remarks" section of the certificate: "(Desired grade and kind) except for (factor(s) that prevent the lot or sample from being assigned the desired grade)."

EXAMPLE 1: An application is received to inspect a lot of U.S. No. 3 Long Grain Milled Rice. The inspection determines that the rice is U.S. No. 4 Long Grain Milled Rice because of 17.0 percent total broken kernels.

Grade Designation. "U.S. No. 4 Long Grain Milled Rice."

Statement. "U.S. No. 3 Long Grain Milled Rice except for total broken kernels."

EXAMPLE 2: An application is received to inspect a lot of U.S. No. 3 Long Grain Milled Rice. The inspection determines that the rice is of the class Mixed Milled Rice because of 18.9 percent other types.

Grade Designation. "U.S. No. 3 Mixed Milled Rice. Long grain whole kernels 72.0 percent, medium grain whole kernels 12.9 percent, long grain broken kernels 9.0 percent, medium or short grain broken kernels 6.0 percent, and seeds 0.1 percent."

Statement. "U.S. No. 3 Long Grain Milled Rice except for other types."

EXAMPLE 3: An application is received to inspect a lot of U.S. No. 5 Long Grain Milled Rice. The inspection determines that the rice is U.S. Sample Grade Long Grain Milled Rice because of 57.4 percent total broken kernels. The applicant does not want "U.S. Sample Grade" to be shown on the grade line. The factor results meet the grade limits for U.S. No. 3 Second Head Milled Rice.

Grade Designation. "Milled Rice."

Statement. "U.S. No. 3 Second Head Milled Rice except for whole kernels."

1.12 ORIGIN INSPECTIONS

A. Applicants may request that origin inspection certificates be issued which show that their rice is a product of the soil and industry of the United States.

B. When an origin inspection is requested, official personnel shall:

1. Request from the applicant all relevant records that may indicate the origin of the rice.
2. Obtain a representative sample.

3. Analyze the sample to verify that the rice compares favorably with types of rice known to be grown in the United States. The length/width ratios, size, shape, and other kernel characteristics should be considered in making this determination.

C. If, after reviewing the relevant records and analyzing the rice, there is no indication that the rice is not a product of the soil and industry of the United States, show the following statement on the certificate: "The rice described herein and relevant records indicating the origin of the rice have been examined, and the rice is found to be a product of the soil and industry of the United States."

D. When records are not available or if the records are not sufficient to substantiate that the rice is a product of the soil and industry of the United States, but the representative sample appears to be of a type of rice common to the United States, the following statement may be shown on the certificate: "Applicant states that this rice is a product of the soil and industry of the United States."

1.13 COMBINED-LOT INSPECTIONS

A. Applicants may request a combined-lot inspection to be performed on single lots of rice during loading, unloading, at rest, or after officially inspecting and certifying rice as two or more single lots.

B. Requests for service shall be in writing and include the following:

1. The estimated quantity of rice that is to be certificated as one lot;
2. The contract grade, if applicable;
3. The identity of each carrier into which the rice is being loaded or from which the rice is being unloaded; and
4. Any other relevant information that official personnel require.

NOTE: For recertification of single lots as a combined lot, the request for service shall be filed not later than two business days after the latest inspection date of the single lots.

C. Rice in two or more carriers that are to be officially inspected as a combined-lot shall be sampled in a reasonably continuous operation. Representative samples shall be obtained from the rice in each individual carrier and inspected in accordance with the procedures as prescribed in Chapter 2 of this handbook.

D. Rice that has been officially inspected and certificated as two or more single lots may be recertificated as a combined-lot if:

1. The rice in each single lot was sampled in a reasonably continuous operation;
2. The original inspection certificates issued for the single lots have been surrendered to official personnel;
3. Representative file samples of the single lots are available;
4. The rice in the single lots is of one grade and quality;
5. Official personnel who performed the inspection service for the single lots and those who are to recertificate the rice as a combined-lot, determine that the samples used as a basis for the inspection of the rice in the single lots were representative at the time of sampling and have not changed in quality or condition; and
6. The quality or condition of the rice meets uniformity requirements established by Chapter 2 of this handbook.

E. Official factor and official criteria information shown on a certificate for rice in a combined-lot shall be based on the weighted or mathematical averages of the analysis of the sublots in the lot and shall be determined in accordance with the procedures shown in Chapter 7 of this handbook.

F. If rice in a combined-lot is offered for official inspection as it is being loaded aboard a carrier and the rice, or a portion of the rice, in a lot is found to be infested, the applicant shall be notified and shall be given the option of:

1. Removing the infested rice from the lot;
2. Receiving a grade certificate with a special grade or sample grade designation, as appropriate, indicating that the entire lot is infested; or
3. For rough rice, fumigating the rice in accordance with FGIS instructions and receiving a grade certificate without the special grade designation.

G. Samples obtained from rice officially inspected as a combined-lot shall be examined for uniformity of quality. If the rice in the samples is found to be uniform in quality and the rice is loaded aboard or is unloaded from the carriers in a reasonably continuous operation, the grain in the combined-lot shall be officially inspected and certificated as one lot. The requirements of this paragraph, with respect to reasonably continuous loading or unloading, do not apply to rice which is at rest in carriers when the grain is offered for inspection.

H. When grain officially inspected as a combined lot is found to be not uniform in quality or if the grain is not loaded or unloaded in a reasonably continuous operation, the grain in each portion, and any rice which is loaded or unloaded at different times, shall be officially sampled, inspected, graded, and certificated as single lots.

I. Each official certificate for a combined-lot inspection service shall show the identification for the "combined-lot" or, at the request of the applicant, the identification of each carrier in the combined-lot. If the identification of each carrier is not shown, the statement "Carrier identification available on official inspection log" shall be shown on the inspection certificate in the space provided for "Remarks." The identification and any seal information for the carriers may be shown on the reverse side of the inspection certificate, provided the statement "See reverse side" is shown on the face of the certificate in the space provided for "Remarks."

J. If a request for a combined-lot inspection service is filed after the grain has been officially inspected and certificated as single lots, the combined-lot inspection certificate shall show:

1. The date of inspection of the grain in the combined-lot (if the single lots were inspected on different dates, the latest of the dates shall be shown);
2. A serial number other than the serial numbers of the official inspection certificates that are to be superseded;
3. The location of the grain, if at rest, or the name of the facility from which or into which the rice in the combined-lot was loaded or unloaded;
4. A statement showing the approximate quantity of grain in a combined-lot;

5. A completed statement showing the identification of any superseded certificates; and

6. If at the time of issuing the combined-lot inspection certificate the superseded certificates are not in the custody of the official personnel, a statement indicating that the superseded certificates have not been surrendered shall be clearly shown in the space provided for remarks. If the superseded certificates are in the custody of official personnel, the superseded certificates shall be clearly marked "Void."

K. After a combined-lot inspection certificate has been issued, there shall be no further combining and no dividing of the certificate.

L. No combined-lot inspection certificate shall be issued:

1. For any official inspection service other than as described in this handbook; or

2. Which shows a quantity of rice in excess of the quantity in the single lots.

1.14 FACTOR ONLY INSPECTIONS

A. Applicants may request a factor only inspection to be performed on any lot or sample of rice.

B. Requests for service must specify the factor(s) or other criteria for which analysis is required. "Other criteria" includes, but is not limited to, dockage, test weight per bushel, milling analysis, quantitative analysis, and specifications prescribed by federal agencies, trade associations, and contracts.

C. When requested, official personnel shall:

1. Determine the factors results according to the procedures in Chapters 3, 4, and 5 of this handbook, or as approved in specific cases by the GIPSA Administrator;

2. Show the factor results on the inspection certificate according to the procedures in Chapter 6 of this handbook; or

3. Show the type or class of the rice on the gradeline of the inspection certificate; e.g., "Milled Rice" or "Long Grain Milled Rice."

NOTE: Upon request, also show the following statement: "The quality of this rice, (show factor results that meet or exceed the desired rice grade), are equal to or better than the grade requirements of (desired grade)."

REFERENCE PUBLICATIONS

The following publications are referenced in this handbook. Copies may be obtained, upon request, from the Federal Grain Inspection Service.

1. Agricultural Marketing Act of 1946, as amended, and the regulations thereunder.
2. United States Standards for Rice.
3. FGIS Equipment Handbook.
4. FGIS Mechanical Sampling Systems Handbook.
5. FGIS Instruction 917-3, "Submitting Samples to the Board of Appeals and Review".
6. FGIS Instruction 917-13, "Uniform File Sample Retention System for Rice, Pulses, and Processed Products Inspected Under the AMA".
7. FGIS Conversion Charts for Motomco Moisture Meters.

WEIGHTS, MEASURES, AND CONVERSION FACTORS

Weights and Measures

1 kilogram	=	2.2046 pounds
1 metric ton	=	2204.6 pounds
	=	22.046 hundredweights
	=	10 quintals
	=	1000 kilograms
1 hectare	=	2.4710 acres
1 acre	=	0.40469 hectares

Rough Rice Conversion Factors

1 hundredweight = 2.22 bushels = 0.617 barrel = 0.0453 metric ton

1 bushel = 0.45 hundredweight = 0.277 barrel = 0.0204 metric ton

1 barrel = 3.6 bushels = 1.62 hundredweight = 0.0734 metric ton

1 metric ton = 48.992 bushels = 13.609 barrels = 22.046 hundredweights

bushel per acre x 0.5044 = quintals per hectare

pound per acre x 0.01121 = quintals per hectare

FORM FGIS-983, "CONTRACT SERVICE AGREEMENT"

U.S. DEPARTMENT OF AGRICULTURE FEDERAL GRAIN INSPECTION SERVICE CONTRACT SERVICE AGREEMENT			
<p>I (we), the undersigned, apply to _____ inspection services in accordance with applicable provisions and conditions stated below:</p> <ol style="list-style-type: none"> 1. The contract service shall be governed by the Agricultural Marketing Act of 1946 (7 U.S.C. 1621 <u>et seq</u>), Part 68 of the regulations, and the applicable standards and instructions thereunder. 2. The applicant(s): <ol style="list-style-type: none"> a. Agrees to provide the Federal Grain Inspection Service (FGIS) 60 days written notice specifying the proposed effective date of the agreement; provided, that the contract agreement may become effective prior to the proposed effective date by mutual consent. b. Agrees to pay for a minimum of 8 hours of service per day per person, 5 consecutive days per week, and for all other hours worked as prescribed in Part 68 of the regulations. c. Agrees to assume an even number of the 8 hours per day per person when the applicant shares the contract agreement with another applicant. d. Agrees to terminate the contract agreement by notifying FGIS in writing 60 days prior to the effective date of termination. 3. The Federal Grain Inspection Service: <ol style="list-style-type: none"> a. Agrees to make official personnel available to perform inspection services for the applicant(s) in the circuit served by the approving field office. b. Agrees to perform the service(s) at the location(s) specified by the applicant(s). c. Reserves the right to terminate the contract agreement by notifying the applicant(s) in writing, 60 days prior to the effective date of the termination. d. Reserves the right to determine the number of official personnel needed to perform the service(s). e. Reserves the right to reassign official personnel when, in the opinion of the field office manager or his designee, the personnel are not needed to perform service(s) for the applicant. The applicant in these circumstances would be credited with the number of contract hours charged to other applicants or activities of FGIS. f. Will begin hourly rate charges when official personnel depart the FGIS field office or assigned duty location to travel to the point of service and end such charges when they return from the point of service, computed to the nearest quarter hour (less mealtime, if any). 4. Special Provisions: 			
1	NAME AND ADDRESS OF APPLICANT	SIGNATURE AND DATE	MINIMUM NUMBER OF HOURS PER DAY
		TITLE	EFFECTIVE DATE
2	NAME AND ADDRESS OF APPLICANT	SIGNATURE AND DATE	MINIMUM NUMBER OF HOURS PER DAY
		TITLE	EFFECTIVE DATE
APPLICATION APPROVAL (For use by USDA, FGIS)			
SIGNATURE		NAME AND TITLE (Type or print)	DATE
Form FGIS-983 (5-89)			

Attachment 4
RICE INSPECTION HANDBOOK
Chapter 1
General
7/1/94

FORM FGIS-955, "APPLICATION FOR INSPECTION
UNDER THE AGRICULTURAL MARKETING ACT"

U.S. DEPARTMENT OF AGRICULTURE FEDERAL GRAIN INSPECTION SERVICE APPLICATION FOR INSPECTION UNDER THE AGRICULTURAL MARKETING ACT OF 1946		Public reporting burden for the collection of information is estimated to average .17 hours per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed and completing and reviewing the form. Send comments regarding this burden estimate or any other aspects of this collection of information, including suggestions for reducing the burden to USDA, OIRM, Clearance Officer, Room 404-W, Washington, DC 20250. When replying, refer to the OMB Number and Form Number in your letter.	
Pursuant to Section 203(h) of the Agricultural Marketing Act of 1946, as amended (7 U.S.C. 1622), and the regulations and standards thereunder (7 CFR Parts 57 and 68), we hereby apply for an inspection of the commodity described below.			
1. TYPE OF INSPECTION a. (Check one) <input type="checkbox"/> ORIGINAL <input type="checkbox"/> APPEAL <input type="checkbox"/> NEW INSPECTION <input type="checkbox"/> RETEST b. (Check one) <input type="checkbox"/> LOT <input type="checkbox"/> MULTIPLE LOT <input type="checkbox"/> SUBMITTED SAMPLE			
2. SERVICE REQUESTED <input type="checkbox"/> INSPECT FOR GRADE AND FACTOR <input type="checkbox"/> INSPECT FOR FACTORS ONLY <input type="checkbox"/> INSPECT FOR CONDITION <input type="checkbox"/> CHECK-COUNT <input type="checkbox"/> CHECK-WEIGHT <input type="checkbox"/> CHECK-LOAD <input type="checkbox"/> OTHER (List			
3. COMMODITY (Kind)		4. LOCATION OF COMMODITY	
5. CONTRACT NO. (If any)		6. CARRIER OR OTHER IDENTIFICATION	
7. GRADE AND KIND (Factor or specification)			
8. QUANTITY (Specify in bushels, pounds, etc.)		9. NUMBER AND KIND OF CONTAINERS	
10. CONTAINER MARKINGS			
11. NAME AND ADDRESS (Include Zip Code) OF APPLICANT (Firm name)		12. IF APPLICATION IS BY AGENT, NAME AND ADDRESS (Including Zip Code) OF AGENT (Firm name)	
13. NAME AND ADDRESS (Include Zip Code) OF CONSIGNEE			
14. IF APPLICATION IS FOR A RETEST OR APPEAL INSPECTION, NAME(S) AND ADDRESS(ES) OF OTHER INTERESTED PARTIES, IF ANY (if none, so state)			
15. REMARKS			
In submitting this application, I expressly agree that the fees and charges for the inspection shall be assessable to and payable by me and hereby certify that I am a financially interested party or an authorized agent thereof. 18 U.S.C. 1001 provides for a fine of not more than \$10,000 or imprisonment for not more than 5 years, or both, for false or fraudulent statements made to an agency of the United States. I declare that the foregoing statements are true to the best of my knowledge, information, and belief.			
16. DATE	17. NAME OF FIRM	18. SIGNATURE OF PERSON MAKING APPLICATION	
19. FOR USE BY FGIS			
APPLICATION RECEIVED BY	DATE	TIME	OFFICE
CERTIFICATE NO. OR NOS.			
AMOUNT OF DEPOSIT (If any)	FEES AND CHARGES	AMOUNT RETURNED TO APPLICANT (If any)	
FORM FGIS-955 (2-92)			

INSTRUCTIONS FOR COMPLETING FORM FGIS-955,
"APPLICATION FOR INSPECTION UNDER THE AGRICULTURAL MARKETING ACT"

NOTE: The numbers coincide with the numbered blocks on the form.

- (1) Check a box on both line a and line b to indicate the type of inspection being requested.
- (2) Check the box(es) that indicates the type(s) of service(s) being requested.
- (3) Show the type of rice being offered for inspection.
- (4) Show the location of the commodity.
- (5) Show the contract number only if it is to be shown on the inspection certificate.
- (6) Show the complete name and/or number of the carrier. For submitted samples, show a unique word(s) or alphanumeric identifier.
- (7) Show the contract grade (or expected) grade, kind, class, special grade, other specifications, or requirements.
- (8) Show the net and/or gross weight in pounds, kilograms, or hundredweights. Also show net weight if required for billing purposes.
- (9) Show the number and kind of containers.
- (10) Show the container markings. If there are no markings, show "None." For bulk rice, show "Bulk."
- (11) Show the name and address of the applicant; i.e., the party that will be billed for the service.
- (12) If applicable, show the name and address of the agent or person submitting the application.

- (13) Show the name and address of the consignee if this information is to be shown on the inspection certificate.
- (14) For appeal inspection requests only, show the name(s) and address(es) of all interested parties. If there are none, show "None."
- (15) Show load order number, warehouse receipt number, and any other pertinent information or statements.
- (16) Show the date the application is submitted.
- (17) Show name of person, firm, company, or organization that should be billed for the service. If same as "Applicant," show "Same."
- (18) Show the signature of the person who is making the application.
- (19) FOR USE BY FGIS.